# WEEKLY PROGRESS REPORT

**NAME**     Kate Corbett

**Supervisor's Signature** _____

**Week Ending**          17-Aug-12

**Drug Laboratory**

*RUSH cases*

| TOTAL SAMPLES ASSIGNED: | 32 | TOTAL SAMPLES COMPLETED: | 18 |
|---|---|---|---|
| RUSHES | | *RUSHES* | |

N/A=No Analysis Needed

| RUSHES | Back Log: | 21 |
|---|---|---|

| LABORATORY TIME | | |
|---|---|---|
| | *Time Allocation* | *Overtime* |
| VACATION | | |
| HOLIDAY | | |
| SICK | | |
| PERSONAL | | |
| COMP TIME | | |
| LEAVE W/O Pay | | |
| COURT | | |
| COURT TRAVEL | | |
| QA/QC | | |
| | | |
| | | |
| | | |
| INSTRUMENT MAINT. | | |
| TRAINING | | |
| TRAINING TRAVEL | | |
| MEETINGS | | |
| CASEWORK | 20 | |
| OTHER - IN LAB | 10 | |
| Safety OTHER - OUT OF LAB | 7.5 | |
| **Total All** | **37.5** | **0** |
| **Total Out of Lab** | | |

| SUMMARY | |
|---|---|
| SAMPLES ASSIGNED | 32 |
| SAMPLES COMPLETED | 18 |
| SAMPLES IN BACKLOG | 21 |
| - - - - - - - - - - | - - - - |
| Total time out of lab | 0.00 |
| Total time in lab | 37.50 |
| Total overtime* | 0.00 |

| Comments: | |
|---|---|
| In Progress | In Progress |
| | |

| Cases worked on OT | |
|---|---|
| | |

Case# Type Case# Type Case# Type Case# Type Case# Type Case# Type Case# Type Case# Type Case# Type Case#

Type #
   0